



Police Department

City of Baton Rouge

704 Mayflower Street
Post Office Box 2406
Baton Rouge, Louisiana
70821

Dear Alarm User:

All users of alarm systems within the City of Baton Rouge and EBR Parish are required by Title 9, chapter 423 of the City-Parish Code to pay a one-time fee of twenty-five dollars (\$25.00) to offset the cost of regulating false alarms. Although this fee is a one-time fee, it is however, non-transferable. Should you move to another location, you must reregister and pay the registration fee again.

The ordinance provides each user of an alarm system five (5) false alarms each fiscal year without penalty; (our fiscal year runs from June 1st through May 31st of the following year.) The alarm user will be assessed a ten dollar (\$10.00) fine for false alarms six (6) through ten (10) and a twenty-five (\$25.00) fine for each false alarm thereafter.

In order to track these alarms throughout the City of Baton Rouge and EBR Parish, a computerized billing system has been installed in the Baton Rouge Police Department and the East Baton Rouge Parish Sheriff's Office. The ordinance prohibits operating an alarm system without a permit. Violators of this chapter shall be fined, upon conviction, not less than one hundred dollars (\$100.00), nor more than two hundred and fifty dollars (\$250.00) for each calendar day of violation.

Enclosed you will find an Alarm User Permit Application. Please complete the applicable sections of the application and return it along with the twenty-five (25.00) fee as soon as possible to insure compliance with the law. I appreciate your cooperation.

Sincerely,


Chief of Police

CL/cf

Enclosure: Alarm system registration application